



# ISLAMIC RELIEF

Islamic Relief in Pakistan is registered with the Securities and Exchange Commission of Pakistan (CUIN Registration No. 0033819) under Section 42 of Companies Ordinance 1984

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*“Inspired by our Islamic faith and guided by our values we envisage a caring world where communities are empowered, social obligations are fulfilled and people respond as one to the suffering of others.”*

## Tender Pack

**PROPOSAL FOR: Supply of COVID-19 testing kits, Oxygen Concentrators, Infusion Pumps, Pulse Oximeter, Mobile Ventilators and N-95 Masks for Health Department Khyber Pakhtunkhwa.**

**TENDER ADVERTISEMENT DATE: July 25, 2020**

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**DOCUMENTS SUBMISSION DATE: August 04, 2020 before 1500 Hrs**



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## 1. CONFIDENTIAL QUESTIONNAIRE

### Company Information

Question	Response
Full Legal and Trading Name.	
Date of Registration of your company (please attach certificate)	
Full address.	
Registered place of business (if different from street address).	
Name the contact within your organization to whom all correspondence regarding this should be addressed.	
Company website address.	
Name and position of person authorized to enter into negotiations and sign any formal agreement.	
Company registration details such as, i. Registration numbers ii. VAT Registration number iii. Trade license number (copy must be attach)	
Name of other key contacts: Director/s.  Sales/Orders.  Technical Support.	



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## Business Information

Question	Response
<p>Provide a brief description of your Company profile and structure, size and location(s) including a brief overview of your marketing and the scope of operations and styles manufactured.</p> <p>Relationships with any parent company (if applicable).</p> <p>Include details of third party contractors where applicable.</p> <p>Details of joint venture arrangements (if applicable).</p>	
List of Products	
List of Major Clients	
<p>Details of your company’s experience in the manufacture or supply of similar items, keeping in view the following points:</p> <ul style="list-style-type: none"><li>i. Name of company/INGOs</li><li>ii. Contract Value</li><li>iii. References</li></ul> <p>(Pos/ agreements copy must be attach)</p>	



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## Banker's Detail:

Question	Response
Bank Name, Account Title, branch and total turnover in USD of last year (attach the bank statement of last 6 months)	

## Trade Reference (only for Relevant Projects i.e. Supply of Medical Equipment's):

	1	2	3	4
Name of Organization				
Contact name and phone number				
Description of items/services delivered				
Quantity				
Date contract awarded				
Date contract Completed				
Value of Contract in PKR				



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## 2. Pricing (RFQ)

M/s \_\_\_\_\_

Date: August 04, 2020

Ref. # \_\_\_\_\_

Islamic Relief (IR) is an International Non-Governmental Humanitarian Organization (NGO) providing humanitarian aid during emergencies and working for long-term development of the world’s poorest people.

Islamic Relief (Pakistan) takes this opportunity to request you to quote the prices for the supply of COVID-19 testing kits, Oxygen Concentrators, Infusion Pumps, Pulse Oximeter, Mobile Ventilators and N-95 Masks for Health Department Khyber Pakhtunkhwa as per following detail:

Islamic Relief COVID-19 Response Supplies for HD-KPK						
S#	Item	Specification	Qty.	Unit	Unit Price	Total
1	COVID-19 testing kits	Standard Kit for COVID-19 testing, Sensure master mix, Hero32 auto extractor extraction kit, plus consumables 20ul pippete tips, 200ul tips and 1000 ul tips, 200ul pcr strips, 1.5 ml ependorf tubes, 2ml cryo vials, cryo boxes (for 1000 tests)	1,000	kit		
2	Oxygen Concentrators	Flow rate:0-5L/min, Purity:93+- 3%, Outlet Pressure (Mpa); 0:04-0-.07, sound Level <50db, Power consumption<480w, Timer: present working time, Accumulating time, presenting time, from 10 mins to 40 hours Alarm: Power failure alarm: High & Low Pressure Alarm: Net weight 25 Kgs, Size (mm) 365x275 x600 mm Alternatively: Nebulizer, Low Purity Alarm, Maintenance Alarm, Alarm for High temperature in side system above 50 C, pluse oximeter.	5	NO		
3	Infusion Pumps	(Syringe Pump)- Large & color full LCD display, History records, RS232 interface, Adjustable buzzer volume, Anti bolus function, various visual and audible alarms, 90 degree rotatable pole clamp , unique syringe intelligent recognition technology, Dynamically display the pressure, User self-define syringe brands, Stackable Function. Infusion Mode (Rate, Time, Dose, Intermittent Infusion , TIVA Optional ,Drug library, Syringe Accuracy, Infusion rate, Volume to be infursed, KVO rate< Bolus rate: Alarms , Power supply, Power consumption, Nurse call alarm, Classification (class I, type CF), Dimensions (230 x137x139 (LxWxH), Weight (1.7 kg), waterproof level, Occlusion	10	No		



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		pressure, Battery (II_Polymer 7.4 V 1900 Ah, Running about 6 hours at 5ml/h),				
4	Pulse Oximeter	Patient range (Adult and Pediatrics), Digital LED display, Battery (40 hours for standard use), Pulse rate, SpO2, Operating temperature and Humidity, Storage temperature and humidity, compatibility-class B, Dimension (62x34x38 mm) and weight 55g including two batteries. Detecting varying level of blood Oxygen Saturation, device must obtain measurement through 5 inches of flesh. It must be able to obtain measurement through 5 inches of flesh, Electrical components must be isolated, Data acquisition must be isolated, data acquisition must be less than 5 minutes, Reliable, Comfortable and ease of use.	25	NO		
5	Mobile Ventilators	Transport Ventilator Invasive and noninvasive support for infant (5 Kg and up) to adult patients, with a flexible array of ventilation options including pressure, control,/volume control ventilation, SIMV/Assist Control, Spontaneous breath support, and standalone CPAP/ Bi-level support., Multi environment capability, Dimensions & Weight (34 CM, D 13 CM, H 35 CM and W 8.5 kg), Power (AC and DC Voltage) with external Battery pack, different alarms capability, Oxygen Conserve Mode with Long battery Life and Quick start.	5	No		
6	N-95 Mask	Mask N-95 with standard accessories	350	No		
<b>Total Amount (Inclusive of Supply, Fixing and Taxes)</b>						

**Note: IR will have the right to conduct the lab test for of samples to evaluate the quality and also the consignment if selected.**

Delivery Time	72 House after award of order
Delivery Location	Different District of KPK

## General Terms & Conditions

### General

- Suppliers will be required to provide CDR/DD amounting 5 % (in the name of “Islamic Relief”) of the total bid value. CDR/DD will be returned to unsuccessful bidders after decision of tender. The proposals without CDR/DD will be excluded from the process.
- Quoted prices for the above items shall be inclusive of all kind of govt. taxes, GST and duties as per prevailing Tax Laws of Govt. of Pakistan, Transportation, and Custom Clearance and port taxes (if any)
- All prices must be quoted in Pak rupees.



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- 4- Prices quoted shall be Delivered Duty Paid (DDP) at the identified locations i.e. in KP Districts.
- 5- Any damage, loss, theft and demurrages outside the premises of Islamic Relief (Pakistan) shall be the responsibility of supplier / agent.
- 6- Evaluation of the quotation and award of Purchase Order (s) shall be items wise/lot wise.
- 7- Withholding tax and GST as per government prevailing rates shall be deducted at the time of payment.
- 8- Payment shall be made in the form of cross cheque within 21 days after acceptance of delivery/work completion and subsequent submission of the invoice to the Islamic Relief (Pakistan).
- 9- Islamic Relief reserves the right to reject any or all quotations without assigning any reason thereof.
- 10- Expected delivery time must be mentioned on your quotation.
- 11- Incomplete Bids/ documents shall not be entertained.

## 3.2. Bid Submission Requirements

- 1- The following documents should be accompany the tender
  - Updated Company Profile with all registration certificates
  - Updated bank statements of last 6 months and Last year audited financial statements
  - Relevant Purchase Orders, Agreements and completion certificates for similar supply to different government agencies and INGOs.
  - CDR/DD 5% of the total bid/quoted value in the name of “Islamic Relief”
- 2- **Sealed Proposals addressed to “Purchase Committee” should be drop in quotation box placed at Plot No. 10-A, AN Arcade, Street 87, G-13/1, Islamabad latest by 1500 hours on or before August 04, 2020.**

## 3.3. Validity of Price

Prices shall remain valid for at least 90 days from the date of opening. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter.

For Islamic Relief \_\_\_\_\_ Sig & Seal of bidder \_\_\_\_\_

## Supplier Screening Form

### Company Information:-

Company Name (as appeared on Registration Document): \_\_\_\_\_

Company Address: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Website: \_\_\_\_\_ Email: \_\_\_\_\_

Director(s) names (Please ensure you enclose proof of identity of director(s) e.g. passport copy or ID card)

Has the organization been convicted of any criminal offence?

Yes          No





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Does the organization have any relationship with current IR staff in the following capacity?

Personal/Family	Yes	No
Business	Yes	No

If you have answered **YES** to any of the above then can you please state in detail the relationship you have and with whom:

How did you hear about IR’s services request/This announcement tender? \_\_\_\_\_

Please note that it is compulsory for the following to be provided to us:

1. Company Registration
2. Photo copy of ID/Passport of Directors

## Consent

Our organization is not involved in and does not support any activity which is considered illegal by the Government of \_\_\_\_\_ (insert Country) or under the International Laws Community or what may be termed a ‘terrorist activity’

I confirm that the above information is accurate to the best of my knowledge. I have not withheld information.

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Sign & Official stamp: \_\_\_\_\_

Date: \_\_\_\_\_

**We will treat your personal information as confidential and your details will not be shared with anyone else. The information on this form is required for the purpose of providing security screening.**

## Internal Use

Received by (local office): Name	Position	Date
Information sent to (HQ): Name	Date	

### Queries..... please write us

If you have any query on tender document than please write to [pcco@irp.org.pk](mailto:pcco@irp.org.pk)

### Complaints..... please write us

If you see any violation of rights or any incident of corruption, please contact us at:

[complaints@irworldwide.org](mailto:complaints@irworldwide.org)

Islamic Relief has zero tolerance for corruption & bribery and is committed to listen and Address any violation of rights of aid workers, suppliers, contractors and our beneficiary communities.